

**Before the Board of Supervisors in and for the  
County of Monterey, State of California**

**Resolution No.:**

Adopt a Resolution to:

- a. Amend the FY 2021-22 Human Resources Department's Adopted Budget (001-1060-8445-HRD001) to add (1) Management Analyst I allocation as indicated in Attachment A (4/5 vote required); and
- b. Authorize and direct the County Administrative Office and the Auditor-Controller to incorporate these changes in the FY 2021-22 Adopted Budget.

WHEREAS, the Department of Human Resources is responsible for county wide employment processes and practices including recruitment and selection, classification and compensation, employee benefits programs, employee relations, employee records, employee training, labor relations and other personnel matters, including policy development and conducting human resources strategic planning;

WHEREAS, The Human Resources Department plays a vital role in the organization by developing and implementing innovative tools, programs, practices and policies to support an effective and efficient workforce in providing county-wide human resources core services;

WHEREAS, the new allocation will perform essential duties which include research, gather, and analyze information on programs and special projects as assigned by the Director such as Monterey County's Compensation Philosophy, HRD's Strategic Initiatives, Grand Jury responses, surveys, and legislation that may have an impact on Human Resources activities and functions; collaborate with HR Program Managers and Policy Analyst to implement new and/or revised policies, procedures, and/or programs;

WHEREAS, the classification analysis determined that the duties, scope and complexity of the proposed new allocation are most appropriately classified as a Management Analyst I.

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Supervisors of the County of Monterey does hereby:

1. The Human Resources Department Budget Unit 1060-8445-Fund 001-Appropriation Unit HRD001 is amended to add one 1.0 FTE Management Analyst I as indicated below:

**New Allocation**

Human Resources Department

Budget Unit 1060-8445 - Fund 001 - Appropriation Unit HRD001

Class Code	Position Title	Position Number	Beginning Total FTE	Position FTE Increase/Decrease	Revised Total FTE
14G02	Management Analyst I	0001	0.0	1.0	1.0

2. The County Administrative Office and the Auditor-Controller are directed to incorporate the approved position changes in the FY 2021-22 Adopted Budget.

PASSED AND ADOPTED on this \_\_\_\_\_ day of \_\_\_\_\_, by roll call vote:

AYES:

NOES:

ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof Minute Book \_\_\_\_ for the meeting on \_\_\_\_\_.

Dated:

File Number:

Valerie Ralph, Clerk of the Board of Supervisors  
County of Monterey, State of California

By: \_\_\_\_\_  
Deputy